



DEPARTMENT OF THE AIR FORCE

HEADQUARTERS FOURTEENTH AIR FORCE (AFSPC)


JUL 11 2000

MEMORANDUM FOR 21 SW/CC
30 SW/CC
45 SW/CC
50 SW/CC
14 AF STAFF

FROM: 14 AF/CC
747 Nebraska Avenue, Suite A300-8
Vandenberg AFB CA 93437-6268

SUBJECT: Sponsor Program (14 AF/CC Policy Letter #00-001)

1. An outstanding sponsor program is key to first impressions. I take a personal interest in this program by writing welcome letters to each incoming member of my staff and, if the incoming member approves, to their parents. My staff tracks all aspects of the sponsor program, from welcome letters to billeting to ensure a smooth transition.
2. I fully expect each of you to ensure your commanders are taking an active role in their own programs, to include letters of welcome to the incoming member, and their parents. If we can make an individual's arrival go smoothly, their entire tour will be better for them and the Air Force.
3. If you have any questions regarding this policy, contact Maj Johnson, AFSPACE/A1, DSN 275-7979, e-mail: robin.johnson@vandenberg.af.mil.


WILLIAM R. LOONEY III
Major General, USAF
Commander